

TOPIC	NEW BUSINESS	EXISTING BUSINESS	REMINDER
Paperwork Deadlines	The due date for new group submissions is the first day of the month of the effective date.	30 Days (advance of effective date)	<ul style="list-style-type: none"> Renewal paperwork to Blue Cross and Blue Shield of Oklahoma (BCBSOK) is due 30 days in advance of the effective date. December renewals are the exception: Paperwork is due 45 days in advance of the effective date. August renewal paperwork is due July 5
NEW BCBSOK Extends Small Group (1-50) Transitional Policy through 2018	Not Applicable	Applicable to existing Transitional Policy plans	<ul style="list-style-type: none"> BCBSOK recently announced the Transitional policy extension through 2018.
NEW BCBSOK Extends Small Group (1-50) Transitional Policy through 2018	Not Applicable	Applicable	<ul style="list-style-type: none"> To process changes like addresses and/or EINs, we now require your group's Account Name and Account ID in the email subject line of requests sent to the Small Group Western Service Center at okpaperwork@bcbsok.com. Including this data will help minimize errors and make changes faster.
NEW ACA Small Group Enrollment Tool	Online Enrollment on eSales Tools IMPORTANT JUNE 1 REMINDER: Paperwork received by mail will no longer be processed	Not Applicable	Updated materials include the October Enhancements release: <ul style="list-style-type: none"> User Guide Job Aid See web-based simulations on Blue Access for ProducersSM NEW! DocuSign Reference Guide to Importing Data to the Enrollment Tool, DocuSign Quick Reference Guide and Producer Training
NEW Small Group Plan Benefits and Rates Tool	Applicable	Applicable	<ul style="list-style-type: none"> Now available online at Blue Access for ProducersSM
NEW for 2017 Off Exchange Small Group (1-50) Plans	Comprehensive off-Exchange Health Benefits Plans Listing	Comprehensive off-Exchange Health Benefits Plans Listing	See the complete list of 2017 Off Exchange Small Group (1-50) plans by plan network/name highlighting these benefits and more: <ul style="list-style-type: none"> Deductible Out-of-pocket Max Coinsurance (In and Out of network) Copay (if applicable) for Primary/Specialist Office Visit Virtual Visits Emergency Room Inpatient/Outpatient
NEW for 2017 Billing Method Selection Process	See the updated 2017 BPA to indicate billing method preference.	2017 Billing Method Reference Guide and FAQs	To change the current billing method (for either age or composite billing), the new "billing method selection" option of the 2017 Benefit Program Application (BPA) Amendment must be completed and returned to BCBSOK. The Composite Billing Method Declaration Form is no longer required in 2017. Refer to the 2017 Billing Method Reference Guide and FAQs for more details on existing groups.
Effective Immediately: Application Process Updates	Details about the EGI form requirement for new groups.	N/A	Additional information on sole proprietors, partnerships, market segment and the required Employer Group Information (EGI) form. See complete article .
Blue DirectionsSM for Small Business Online platform	Available No Charge to Use	Available No Charge to Use	Blue Directions for Small Business is the game-changing online platform that makes it easy for producers to serve and support their clients. Simplifies benefits program design, administration and employee plan elections.

Additional Resources

- [Small Group Employer Renewal Guide](#): This 12-page guide includes information for making renewal decisions, coverage options, Frequently Asked Questions, dental insurance overview, health and wellness tools, common insurance terms, paperwork requirements and decision chart.